

Playing Out guidelines, Edinburgh

These guidelines apply to the pilot arrangement, to assist local communities, city wide, who wish to hold 'Playing Out' activities in residential streets.

The pilot arrangement will start at the beginning of the 2016 school summer holiday period for a duration of four months.

Communities wishing to participate in this proposal should follow the guidelines shown below under "What to do ..."

Procedures

Applicants should consider the following when determining the identified street and dates and times of their request.

1. Is the street a bus route
2. Is it a main road which experiences large volumes of traffic (especially during mornings and early evenings)
3. Scheduled Waste Services collection days including all recycling collections
4. Royal Mail deliveries
5. Neighbours/residents scheduled large deliveries/requirements or planned building work
6. Advance notification of road works they may have received through the post (from Utilities or Council)

The applicant is required to seek the agreement of all affected residents and be able to demonstrate, to the Council, a supporting majority of not less than 70% in support of the proposed event. A list of the names and addresses of the residents in agreement should be provided to the Local Neighbourhood office.

Only non-traffic sensitive streets of a residential nature will be considered as part of the scheme. This will be advised by the Local Neighbourhood team.

Permission for the closure will be agreed through the Local Neighbourhood Teams who will have local knowledge of any other events, works in the surrounding area which may have a direct impact on street, date and time selection.

Applicants will not be charged for costs the Council incurs during this Pilot period.

The applicant will be responsible for erecting Street Notices or information signs to inform residents and traffic of any approved closure. Instruction will be given by a Neighbourhood Representative prior to the closure.

The organiser/Responsible Person will be responsible for storing equipment locally and for implementing and removing the closure.

The Council will provide the signs required and provide the organisers with barriers for the duration of the Pilot. These must be returned in tact and undamaged to the Council.

Emergency Services and pedestrian access must be maintained at all times.

What to do if you are interested in participating in Playing Out Streets

1. Decide who the “Responsible Person” will be in your street.
2. Choose which named street you wish to designate.
3. Choose which day you wish to use and the times to be used for.
4. Notify your Local Neighbourhood Office of the Named Street and dates and times required, using one of the e-mail addresses below.
5. If you receive confirmation that the street can be nominated, commence the consultation of residents in the street. If not, choose another street.
6. Once you have received agreement from 70% or more of the residents in the named street notify your Local Neighbourhood Office.
7. Your Local Neighbourhood Office will arrange for a Temporary Traffic Regulation Order to be raised to allow the closure of the street for the dates required.
8. Barriers and signs will be delivered to the Responsible Person who will store them securely until required.
9. The responsible person will place out and remove the signs and barriers at every access to the street at the times requested. They will then be stored securely once the street is open again to vehicles.
10. The Responsible Person will keep a log of issues, successes or failures for the duration of the Pilot and will notify the Local Neighbourhood Office of the outcome.

The applications and associated Temporary Traffic Regulation Orders will be progressed as quickly as possible by the Local Neighbourhood Team.

To find out which Neighbourhood Office to contact for your street, please visit the following:

http://www.edinburgh.gov.uk/info/20017/neighbourhoods/375/neighbourhood_areas_wards_community_councils_and_neighbourhood_partnership_areas

Please see below the email addresses for the Local Neighbourhood Office

City Centre & Leith: Environment-CCL@edinburgh.gov.uk

North: Roads.NorthVIP@edinburgh.gov.uk

South: Roads.SouthVIP@edinburgh.gov.uk

South-West: roads.southwestvip@edinburgh.gov.uk

West: Roads.WestVIP@edinburgh.gov.uk

East: sfc.eastenvironment@edinburgh.gov.uk